



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE EXTRAORDINARY MEETING OF THE EVENTS, PROMOTION AND LEISURE COMMITTEE

HELD ON THURSDAY 19th JULY 2018

PRESENT: Cllrs: Mrs .S .Daniells (Chairman), M. Smith and Mrs. J. Warr

IN ATTENDANCE: 1 Councillor in Public Gallery until Min. 24
Mrs. S. Hodgson (Projects Officer)

The Meeting opened at 9.24am

21. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and read the opening statement with attention drawn to the evacuation procedure in the event of the fire alarm sounding. Apologies had been received from Cllrs: K. Batley and A. Cunard who were working and P. Dillon who had a hospital appointment. No other apologies had been received.

22. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary interests that they may have in relation to items on this Agenda

- a) the item they have an interest in
- b) whether it is a Disclosable Pecuniary or Ordinary interest
- c) the nature of the interest
- d) if it is an Ordinary interest whether they intend to leave the room for the discussion and vote
- e) if it is a Disclosable Pecuniary interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time

They then need to re-declare their interest and the nature of the interest at the commencement of the item or when the interest becomes apparent. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their interests as any arise or again at the relative point in the meeting if they have already.

23. ADJOURNMENT FOR PUBLIC QUESTION TIME

A Member present in the public gallery, urged the Committee to undertake a commitment to consider a more exciting lighting display for the town encompassing new and modern technology and to ensure the chosen contractor is comfortable with delivering these objectives.

24. TO RESOLVE TO MOVE TO CONFIDENTIAL BUSINESS (SO. 31.1) - (CONTRACTUAL)

The Committee **RESOLVED** that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw (S.O.31.1) – Agenda items 5 and 6 (contractual).

25. UPDATE ON CURRENT CONTRACT ARRANGEMENTS FOR THE CHRISTMAS LIGHTS DISPLAY AND OLD TOWN DISPLAY LIGHTS

The Projects Officer gave a verbal report regarding concerns over the situation with the current contractor. Members were pleased to be informed that assurances had been received that there will be no issues with the provision of the 2018 display. Further details can be found in the confidential report appended to the file Minutes.

26. CONSIDERATION OF THE PROPOSALS FOR THE CHRISTMAS LIGHTS DISPLAY AND DECORATIONS FOR 2019 AND TO RECEIVE PRESENTATIONS FROM THREE CONTRACTORS

Members received presentations and quotations from three contractors. It was noted that all the quotations provided, exceeded the current Christmas Lights Budget. Following discussion, Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee the appointment of company three, The Festive Lighting Company. The Policy and Resources Committee to be asked to consider the various options put forward by this company and agree the preferred option, being mindful of the budgetary requirements.

A report of the presentations given, can be found in the confidential report appended to the file Minutes.

Members **AGREED** that a report on the three different options of various levels of display would be prepared by the Projects Officer, including costs, and these will be noted by the Events Promotion and Leisure Committee at the August meeting prior to consideration of the information by the Policy and Resources Committee in October.

The Meeting closed at 2.10pm